

FINANCE COMMITTEE NOTES
Tuesday, December 13, 2016

GENERAL BUSINESS

Meeting commenced at 11:30 a.m.

ATTENDEES

Committee Members: Council Member Jeff S. Helgeson, Chair; Council Member Randy Nelson; Council Member Mary Jane Dolan

Others: Bonnie Svrcek, City Manager; Charles Hartgrove, Deputy City Manager; Donna Witt, Director of Financial Services; Starlette Early, Budget Analyst

1. Approval of the Draft Finance Committee Meeting Notes from November 22, 2016

Donna Witt reported on a roll call item from the previous meeting. The Finance Committee meeting notes for November 22, 2016 were unanimously approved as submitted.

2. Report on the General Fund Reserve for Contingencies

Donna Witt reported there was one new item. The City's Registrar is requesting to appropriate \$12,200 with resources from the General Fund Reserve for Contingencies to provide funding to the Electoral Board/Registrar's Office for estimated costs for the January 10, 2017 Senate of Virginia Special Election. If this request is approved, the balance of the FY 2017 General Fund Reserve for Contingencies is \$1,135,255, including \$50,000 in the City Manager's Discretionary Funding.

3. Consider a request to adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate \$50,000 with resources from the 2016 State Homeland Security Program (SHSP) grant from U.S. Department of Homeland Security (DHS) to fund equipment and training for the Fire Department Technical Rescue Team.

The Committee unanimously approved this item. This item will be considered by City Council on January 10, 2017.

4. Consider a request to adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate \$27,700 with resources from the 2016 State Homeland Security Program (SHSP) grant from U.S. Department of Homeland Security (DHS) to fund equipment for the Fire Department Hazardous Materials (Haz-Mat) Team.

The Committee unanimously approved this item. This item will be considered by City Council on January 10, 2017.

5. Consider a request to adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate \$35,000 with resources from the 2016 State Homeland Security

Program (SHSP) Grant to purchase a Crisis Response Throw Phone System for the LPD Crisis Negotiations Team (CNT).

The Committee unanimously approved this item. This item will be considered by City Council on December 13, 2016.

6. Consider a request to adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget to appropriate \$42,150 with funding from the 2016 Hazardous Materials Emergency Preparedness Grant (HMEP) to conduct a commodity flow study for the City of Lynchburg.

The Committee unanimously approved this item. This item will be considered by City Council on December 13, 2016.

7. Consider a request to adopt a resolution to amend the FY 2017 General Fund budget and appropriate \$12,200 with resources from the General Fund Reserve for Contingencies to provide funding to the Electoral Board/Registrar's Office for estimated costs for the January 10, 2017 Senate of Virginia Special Election.

The Committee unanimously approved this item. This item will be considered by City Council on December 13, 2016.

8. Consider a request to adopt a resolution to amend the FY 2017 General Fund budget and appropriate \$200,000 with resources from the Academy Center of the Arts Committed Fund Balance reserve for payment to the Academy Center of the Arts.

The Committee unanimously approved this item. This item will be considered by City Council on December 13, 2016.

9. Roll Call

Council Member Nelson inquired whether the City could explore an option to extend the lien on parcels for uncollected property tax after the 20 year judgement period expired.

Due to a personal conflict, Chair Jeff Helgeson requested the next Finance Committee meeting be re-scheduled for January 10, 2017.

Meeting adjourned at 12:04 p.m.

The next Finance Committee meeting is Tuesday, January 10, 2017, at 11:30 a.m.